

Development Officer

Chor Leoni – Vancouver, BC

Who we are

Chor Leoni is a community dedicated to changing lives through music. Over 30 years, we have combined world-class excellence with a dedication to the community where we live, and this dedication is present in all that we do: inspiring audiences, training artists, educating youth, and advancing the choral art form by creating, promoting, and presenting choral music.

This dedication also translates to our singers, community, volunteers, and staff. As a result, Chor Leoni has been recognized internationally through numerous festival awards and the Margaret Hillis Award, the most prestigious honour awarded by the professional organization Chorus America.

With more than 15 concerts a year, numerous local touring and charity performances, two youth education programs, an international choral summit, a composition competition, and robust digital programming, Chor Leoni is one of North America's most active volunteer choral organizations. This activity is supported by a committed, tight-knit team dedicated to advancing the choir's vision, mission, and values. This mission-driven approach inspires our work and is at the heart of the choir's impact, engagement, and success.

Chor Leoni consists of both the Chor Leoni Choral Society which runs our day-to-day operations, and the Chor Leoni Foundation, responsible for managing Chor Leoni's Endowment Funds.

Job description

Chor Leoni is seeking a Development Officer to help elevate all of our robust fundraising activities. You will contribute to a foundation of strong fundraising, forge new avenues and opportunities for the community to make an impact on the world through the work of Chor Leoni, and solidify Chor Leoni's current fundraising activities to help us better achieve our mission, vision, and values. Your work will not only help engage the 15,000 audience members, 10,000+ consistent digital viewers, 200 young choral singers, festival participants, and a handful of presenters, engagers, and organizers that participate in our programs each year but will help define the future of Chor Leoni and the broadening impact we hope to have on the world. You will drive fundraising efforts for a \$1M+ budget and more than \$400K in fundraising revenue, and have the opportunity to learn and grow across all fundraising functions. This is a new role, fit for someone with energy, and enthusiasm, and looking for the challenge to build something great.

As a fundraiser, you believe that relationships are at the core of everything we do, that choral music can change the world, and that we can help others make that vision a reality. You have a broad understanding of fundraising practices, including major gifts, planned giving, annual

giving, and sponsorship, and how they all contribute to a successful fundraising program. You understand that there is an art and a science to fundraising. You have a passion for the science, seeking new best practices and digging for ways to implement them in a dynamic context. You also have a deep appreciation for the art, specifically the idea that fundraising is ultimately a means to help the community change the world. You have an entrepreneurial spirit, like to build new systems and practices, and are keen to dissect current systems to see how we can do better. You're a stellar writer and communicator, able to translate impact into tangible concepts that everyone can understand. You're well organized and have a strong ability to prioritize.

What you'll *actually* do

- Along with the Executive Director, set fundraising priorities and contribute to the overall fundraising strategy of Chor Leoni
- Ensure that donors, sponsors, and grantors feel fantastic about supporting Chor Leoni and understand the deep impact they are having on the community
- Manage Chor Leoni's sponsorship program to ensure meaningful community connections that support the mission, vision, and values of Chor Leoni
- Support the Executive and Artistic Directors in identifying, developing, and maintaining meaningful relationships with the broader Chor Leoni community to advance Chor Leoni's mission, vision, and values
- Grow Chor Leoni's planned giving program to foster the long-term vision and impact of Chor Leoni through the Chor Leoni Foundation
- Maximize Chor Leoni's philanthropic support from Foundations and Grants
- Support all of Chor Leoni's events with an eye for relationship management, help drive fundraising for our annual gala, and take a leadership role in organizing stewardship events
- Manage Chor Leoni's Annual Giving programs and campaigns, and maximize opportunities for the community to support the work of Chor Leoni
- Manage all administrative elements related to our fundraising activities with the support of your Chor Leoni team members
- Work closely and collaboratively with the Executive Director, continuously learn, and build expertise across all the fundraising functions within a not-for-profit organization

What you're great at

- Written, oral, and interpersonal communication and communication with people from diverse racial, ethnic, and socioeconomic backgrounds, including some of Vancouver's most prominent philanthropists
- Fundraising and fundraising best practices across several fundraising functions, ideally with 3+ years of fundraising experience
- Building a sponsorship program that delivers excellent value to corporate stakeholders
- An understanding of the needs, wishes, and desires of others to best fulfill grantor, donor, and sponsor wishes

- Prioritizing, multitasking, and juggling several projects at the same time while delivering results in a fast-paced environment
- Uncovering new opportunities for funding
- Analyzing results and implementing change

This is an independent contractor position working roughly 28 hours (4 days) a week with a flexible balance of working remotely and out of Chor Leoni's office. Remuneration for this role will be \$55-\$60K, commensurate with experience. Our business is concerts and events, so some evenings and weekends are required (but they should be the best part of the job!). You'll work on a small, dynamic team, and your contributions will help advance Chor Leoni's mission, vision, and values.

Your successful efforts will ensure we build stronger relationships with our community, ultimately allowing us to have a more profound impact through our work.

If this sounds like an opportunity for you, please send a resume and cover letter to apply@chorleoni.org with the subject line DEVELOPMENT OFFICER. We're open to a variety of backgrounds and experiences, but show us that you're the right fit with your cover letter *and* resume. Applications are open until the right candidate is found. We sincerely appreciate your effort in crafting a thoughtful application. Unfortunately, only candidates moving on to the interview round will be contacted.

Chor Leoni is committed to building a diverse staff and strongly encourages applications from equity-seeking, underrepresented, or marginalized communities.